

JTE 86-6420

STAT

MEMORANDUM FOR:

22 DEC 1986

FROM:

Director of Training and Education

SUBJECT:

OPM's Womens Executive Leadership Program

1. In order of the class groups into which they have been divided, the following women will be representing your directorate in OPM's Executive Leadership Program for Women:

STAT

Starting	Dec 9-12	CLASS	DIRECTORATE	NAME	GRADE	CAREER CODE
1		1	S&T/ODE		GS-12	Spec Asst Coll
1		1	DI/OCPAS		GS-11	Cartographer
Starting	Jan 26-29	2	DA/OIT		GS-11	Computer Specialist
Starting	Feb 23-26	3	DI/OSWR		GS-11	Analyst
3		3	DO/EA		GS-11	Reports Officer
Starting	Mar 23-27	4	DA/OC		GS-12	Telecom Officer
4		4	DA/OL		GS-10	Contract Officer

2. As the Senior Training Officers in your directorates, you are in the best position to help the women from your directorate coordinate the two 60 day and one 30 day interim assignments which form the backbone of this important developmental program. Your support in coordinating meaningful assignment experiences is a crucial factor in insuring the success of the program.

STAT

3. [] the Federal Women's Program Manager will fill you in on the coordination requirements for the program at the next STO's meeting, December 19th, 10 a.m., DTE's conference room.

STAT

4. Should you have any questions, please contact Claire []

STAT

Attachment
OPM Brochure

SUBJECT: OPM's Womens Executive Leadership Program

STAT C/EDS/LDD/OTE, (11 Dec 86)

Distribution:

Orig - Addressees

1 - D/OTE

1 - OTE Registry

1 - LDD/OTE

1 - EDS/LDD/OTE